

ORDINANCE 96-1

STEPHENS COUNTY MANUFACTURED HOME and TRAVEL TRIALER ORDINANCE

To provide requirements for the placement of manufactured homes and travel trailers in Stephens County; to prescribe procedures to effectuate the requirements; to enforce the requirements; to provide definitions; to provide for severability; to repeal conflicting ordinances; to provide an effective date; and for other purposes.

NOW, THEREFORE, BE IT ORDAINED by the Board of Commissioners of Stephens County, Georgia, and its is hereby ordained by authority of the same as follows:

SECTION I. PURPOSE: The purpose of this Ordinance is to set forth requirements for placement of manufactured homes and travel trailers in Stephens County, including requirements for building permit, sanitary permit, moving permit, tie-downs, piers, connection to electrical, water and sanitary systems, and annual location permit. This ordinance also establishes requirements for the development and construction of manufactured home parks, travel trailer parks and manufactured home subdivisions built after the effective date hereof.

Any changes in or additions to this document differing from the original it represents (on file in the office of the Stephens County Board of Commissioners) do not supercede the original

SECTION II. DEFINITIONS: Words used in the present tense include the future tense. Words used in the singular number include the plural, and words used in the plural number include the singular. The word "person" includes firm, organization, association, partnership, trust or corporation as well as individual. The word "lot" includes the word "plot" or "parcel". The word "shall" is always mandatory. The word "used" or "occupied" as applied to any land or building shall be construed to include the words "intended, arranged or designed to be used or occupied".

Building: Any structure having a roof or other covering and intended for the shelter, housing or enclosing of persons, animals or property of any kind.

Building Inspector: The Stephens County Building Inspector.

County: The unincorporated area of Stephens County, Georgia.

DCA: The Georgia Department of Community Affairs.

Dwelling: A building, or portion thereof, designed, arranged or used for permanent living quarters for one or more persons.

Dwelling Unit: A building, or portion thereof, providing complete living facilities for one family.

Family: One or more persons occupying a dwelling unit and living as a single, nonprofit housekeeping unit.

HUD: The United States Department of Housing and Urban Development.

Manufactured Home: A structure defined by and constructed in accordance with the National Manufactured Housing Construction and Safety Standards Act of 1974, as amended, 42 U.S.C. Section 5401 et seq. ("HUD Code"), effective June 15, 1976 which, as of the date of adoption of this Ordinance means the following:

A structure, transportable in one or more sections, which, in the traveling mode, is eight (8) feet or more in width or forty (40) feet or more in length, or, when erected on site, is three hundred twenty (320) or more square feet and which is built on a permanent chassis and designed to be used as a dwelling, with or without a permanent foundation, when connected to the required utilities, and includes the plumbing, heating, air conditioning and electrical systems contained therein; except that such term shall include any structure which meets all the

requirements of this paragraph except the size requirements and with respect to which the manufacturer voluntarily files a certification required by the Secretary of the United States Department of Housing and Urban Development and complies with the standards established under the HUD Code.

Mobile Home: A structure transportable in one or more sections, which, in the traveling mode, is eight (8) feet or more in width or forty (40) feet or more in length, or, when erected on site, is three hundred twenty (320) or more square feet, and which is built on a permanent chassis and designed to be used as a dwelling with or without a foundation when connected to required utilities and includes the plumbing, heating, air conditioning and electrical systems contained therein and was constructed prior to June 15, 1976.

Manufactured Home Park: Premises where more than five (5) manufactured homes are parked for living or sleeping purposes, or where spaces or lots are set aside and offered for rent for use by manufactured homes for living or sleeping purposes, including any land, building, structure or facility used by occupants of manufactured homes on such premises. This definition shall not include manufactured homes sales lots. Instances in which more than five (5) manufactured homes are occupied as a single dwelling unit by the owner of the land involved shall be exempted from this definition.

Manufactured Home Park: A parcel of land planned, developed and offered for the purpose of placing manufactured homes for use as permanent or semi-permanent dwelling units.

Modular Home: A factory-fabricated transportable structure built in two or more sections for incorporations at a building site on a permanent foundation to be used for residential purposes and synonymous with multi-unit HUD approved Manufactured Homes, Southern Building Code Congress International (SBCCI) approved homes, and DCA's Industrialized Buildings Act

Travel Trailer: A vehicular, portable structure built on a chassis, designed to be used as a temporary dwelling for travel vacation and recreational purposes, having a body width not exceeding eight (8) feet and a body length not exceeding thirty-five (35) feet.

Travel Trailer Park: A parcel of land which has been planned and developed to accommodate five (5) or more travel trailers, tents or other camping units for temporary occupancy of not over twelve (12) months duration . *(as ammended)*

SECTION III. PERMITTING REQUIREMENTS FOR PLACEMENT OF

MANUFACTURED HOMES: Only HUD Code or DCA-approved manufactured homes of no more than ten (10) years of age will be permitted to locate in the County. All manufactured homes which are not in an approved manufactured home park must be located at an approved site of not less than area specified by Septic Tank Permit. Approval of the site is obtained by application for and the issuance of a building permit for the site and a sanitary permit for waste water hookup for the site. The building permit is available at the Building Inspector's Office [Stephens County Commissioner's Office]. The sanitary permit is available at the County Health Department Office. No relocation permit to move a manufactured home into or within the county for occupancy may be obtained until the building and sanitary permits have been issued. Manufactured home relocation permits are available at the County Tax Commissioner's Office. The office of the Building Inspector will notify the Tax Commissioner's Office that building and sanitary permits have been issued before the Tax Commissioner's Office issues a relocation permit. *(as ammended)*

Summary:

Obtain Sanitary Permit from Stephens County Health Department.

Obtain relocation permit from Stephens County Tax Commissioner's Office

Obtain Building Permit from County Commissioners Office.

After the above three permits are issued, a manufactured home may be moved into the County or within the County and installed for occupancy on the approved site. Manufactured homes may be brought into the County for resale by a dealership without a building permit or sanitary permit, and the Tax Commissioner's may issue a relocation permit for such purpose. Installation of the manufactured home on the approved site must comply with Section IV in order to obtain Building Inspector approval. Approval

of the installation is necessary to obtain permanent electrical service and a current location permit. The above requirements do not apply to travel trailers which are not acceptable for permanent occupancy and may be used for twelve (12) months only as a temporary residence. All travel trailers must display a current state license before movement. Manufactured home location permits will not be issued for travel trailers.

SECTION IV. MANUFACTURED HOME INSTALLATION REQUIREMENTS:

- A. All manufactured homes must be permanently connected to water, sewerage and electrical service.
 - 1. Water service may be public or private. Connection procedures must meet the County's then current plumbing code requirements and must be freeze proof above and below ground. Building Inspector will inspect.
 - 2. Plumbing for sewerage must also meet the County's then current plumbing code requirements. The sewerage system itself must be approved by the County Health Department as part of the sanitary permit required under Section III.
 - 3. Electrical service must meet requirements of the then current County electrical code, or, if not applicable, the most recent National Electrical Code. Electrical service installation must be in accordance with the sketch, table and notes at Appendix A or the servicing power company will be advised to deny a hook-up request.
- B. All manufactured homes must be installed on a pier system with permanent skirting of a material manufactured for the purpose of underpinning manufactured housing or of a masonry type material and secured with tie down devices. Description of acceptable piers, pier placement, tie down and tie down placement are at Appendix B. These requirements must be met with respect to number and type, or the installation will not be approved. Mobile homes and manufactured homes in use on the date of passage of this ordinance must comply with requirements of this section within eighteen (18) months. The County Building Inspector will inspect.

- C. Permanent connection of travel trailers to water, sewer or electrical service is prohibited. Permanent installation of travel trailers on piers or jacks is also prohibited.

SECTION V. STANDARDS FOR MANUFACTURED HOME PARKS:

A. Minimum Design Standards and Restrictions:

1. Manufactured home parks may be established and existing parks may be expanded, provided a detailed site plan is first submitted to and approved by the Building Inspector and all other requirements of this ordinance are met. More than five (5) manufactured homes on any tract shall constitute a manufactured home park which must meet all requirements of this section unless specifically excepted in Section II.
2. The minimum land area of any mobile home park shall be five (5) acres. Each lot within the park shall have a minimum area as set forth in Exhibit C. All lot lines and the type of sewage disposal proposed for each space shall be clearly delineated on the site plan prior to approval by the Board of Commissioners.
3. No manufactured home within the park shall be located closer than 10 feet to any exterior boundary line, and the front setback for each manufactured home shall be at least 30 feet from the front lot line.
4. Manufactured homes shall be separated from each other and from other buildings and structures by a least twenty-five (25) feet unless occupied as a single dwelling by the owner of the land involved.
5. All lots shall abut upon interior driveways which shall have not less than a thirty-foot (30') right-of-way and have unobstructed access to a public street or highway.
6. All interior streets within the park shall be graded, drained, based and paved in accordance with the county's requirements for an accepted right-of-way. If a proposed street is to be greater in length than three hundred (300) feet, a plan profile for the road system shall be submitted along with the site plan. The Board of Commissioners shall approve all

road construction specifications at the time the final plat is submitted.

7. Off-street parking for the park shall be provided at a rate of two (2) parking spaces per each manufactured home lot.
8. The park street system shall be adequately maintained and lighted by the owner. The lighting units shall be so spaced and equipped to provide for the safe movement of pedestrians and vehicle traffic at night. Mercury vapor or high or low pressure sodium lights are required at not less than five-hundred-foot (500') intervals installed with a minimum height of eighteen (18) feet.
9. In the event that a swimming pool is developed or planned as a part of the park, it shall be enclosed by a chain link, masonry or wood fence not less than four (4) feet high. The entire installation must meet the requirements set in the current edition of the Southern Building Code Congress "Swimming Pool Code".
10. All park grounds should be maintained with grass, trees and/or shrubs to enhance the appearance of the park and to prevent soil erosion or the creation of dust during dry weather.
11. No individual lot in any park may be sold or control of that lot transferred with the intent or effect of a sale unless that lot and the park shall meet all requirements of the County Subdivision Ordinance.
12. No more than ten (10) percent of the lots may be allocated for temporary use by travel trailers, the length of such use to be limited to not more than twelve (12) months per travel trailer occupying any such space in the park. *(as ammended)*
13. Park management must maintain a register of all park residents. The register must be available to any authorized person inspecting the park.

B. Service Buildings:

Accessory structures and community service facilities are permitted for the convenience and well-being of park residents. Such structures may include, but are not limited to, the following uses;

1. Park management offices, repair shops, and storage.
2. Community sanitary facilities.
3. Community laundry facilities.
4. Community postal facilities.
5. Indoor community recreation areas.
6. Commercial uses supplying essential goods or services for the use of park residents but not to include manufactured home sales or repair facilities of any type, including automobile repair; provided, however, that no owner of a manufactured home in which he is residing shall be prevented from selling such manufactured home or from performing minor repairs on any automobile which he owns.

C. Water Supply and Sewage Disposal:

Every park must have a public, community or private water and sewer system which shall be approved by the County Health Department and the local Water Department, where appropriate. Water and sewer approval shall be obtained prior to final approval of a site plan by the Board of Commissioners.

SECTION VI. TRAVEL TRAILERS PARKS:

A. Minimum Design Standards and Restrictions:

1. Travel Trailers Parks may be established and existing parks may be expanded, provided a detailed site plan is submitted to, and approved by the Building Inspector before any construction or improvements begin. More than five (5) travel trailers on any tract shall constitute a travel trailer park.
2. The minimum land area of any travel trailer park shall be five (5) acres. each lot within the park shall have a minimum area of not less than 2,000 square feet, and lot lines shall be clearly delineated.
3. Lots may be set at an angle, set parallel to the street, or varied in other ways provided that the arrangement is approved by the Board of Commissioners.

4. Each lot within the park shall have a minimum of thirty-five (35) feet of street frontage and shall have a minimum depth of 75 feet.
5. Off-street parking for the park shall be provided at a rate of one parking space per each travel trailer lot.
6. All travel trailer lots shall abut upon an interior driveway. All interior driveways shall have unobstructed access to a public street or highway.
7. Each lot shall be equipped with a suitable and approved electrical outlet, a threaded potable water standpipe and faucet, an approved connection to the community sewer system except at tent-only sites, a fire pit with permanent masonry or stone enclosure, a picnic-type table and a covered trash and garbage container. Garbage shall be removed daily from campsites.
8. All interior streets within the park shall be graded and stabilized, which shall be durable and well drained under normal use and weather conditions.
9. No permanent structures, no manufactured homes and no non-motorized vehicles except those falling under the definitions of travel trailers shall be permitted on any approved lot within the park.
10. In the event that a swimming pool is developed or planned as a part of the park, this facility shall be enclosed by a chain link, masonry or wood fence not less than four (4) feet high and shall meet the same requirements for pools in the manufactured home parks.
11. All park grounds shall be maintained with grass, trees, and/or shrubs to enhance the appearance of the park and to prevent soil erosion or the creation of dust during dry weather.
12. All travel trailer parks must be equipped with men's and women's restrooms with toilet, shower and lavatories at a ratio of two fixtures for each sex per twenty (20) trailer spaces, and a central sanitary dump station.
13. Each park must provide on-site public telephone access.

B. Service Buildings:

Community service facilities and accessory structures are permitted for the convenience of park patrons. Such structures may include, but are not limited to, the following uses:

1. Park management offices.
2. Community laundry facilities.
3. Community sanitary facilities.
4. Indoor community recreation areas.
5. Commercial uses supplying essential goods or services for the exclusive use of park patrons.

C. Water Supply, Garbage and Sewage Disposal:

Every park must have a public, community or private water and sewer system which shall be approved by the County Health Department and the local Water Department, when appropriate. Water and sewer approval shall be obtained prior to final approval of the site plan by the Building Inspector.

SECTION VII. MANUFACTURED HOME SUBDIVISIONS:

A. The minimum design standards and restrictions for manufactured home subdivisions are as follows:

1. Manufactured home subdivisions may be established and developed in accordance with the Stephens County Subdivision Regulations in every respect.
2. No community facilities other than sewer or water systems as needed are required.
3. Each lot shall contain a manufactured home site which can accommodate a manufactured home installed in accordance with the standards enumerated elsewhere in this ordinance.
4. Each lot is limited to installation of only one manufactured home.
5. Travel trailers may be placed on lots with water and sewer service for twelve (12) months or less on an occasional basis. Travel trailers shall not be placed as a single family dwelling in lieu of a manufactured home. *(as ammended)*

6. Manufactured homes shall not be installed in subdivisions other than manufactured home subdivisions.

SECTION VIII. VALIDITY, REMEDIES AND PENALTIES FOR VIOLATION:

- A. Validity - Should any article, clause or provision of this ordinance be declared by a court of competent jurisdiction to be invalid, such action shall not affect the validity of the ordinance as a whole or any part thereof other than the part so declared to be invalid, each article, clause and provision hereof being declared severable.
- B. Remedies - In case any building or structure is (or is proposed to be) erected, constructed, reconstructed, altered, converted or maintained, or any building, structure or land is (or is proposed to be) used in violation of any provision of this ordinance, the Building Inspector, County Marshall or other appropriate authority of the County may, in addition to other remedies, institute injunction, mandamus, or other appropriate action or proceeding to prevent such unlawful erection, construction, reconstruction, alteration, conversion, maintenance or use or to correct or abate such violation, or to prevent the occupancy of such building, structure or land. Where a violation of these regulations exists with respect to a structure or land, the Stephens County Building Inspector may, in addition to other remedies, notify all public utilities and County service departments as to such violation and request that service be withheld therefrom until such time as the structure or premises are no longer in violation of this ordinance.
- C. Penalties for Violations - Any person, firm, corporation, or other entity which does any act prohibited by this ordinance, or which fails to discharge any duty imposed hereby, shall be guilty of a violation of a County ordinance, amenable to the process of the Magistrate Court of Stephens County, and, upon conviction, shall be punished by a fine not to exceed one-thousand dollars (\$1000.00) or by confinement in the County Jail not to exceed sixty (60) days, either fine or confinement, or both, in the discretion of the Magistrate Court. Each day the violation continues shall constitute a separate offense. It shall be

the duty of the Sheriff of Stephens County, the County Marshal, or the Building Inspector to enforce the provisions of this Ordinance. Upon information constituting probable cause made known to any person authorized to enforce the provisions of this ordinance that a violation of same has occurred, a citation and summons may be issued to the alleged violator requiring him to appear before the Magistrate Court of Stephens County, Georgia, on a day and time certain, to answer the charge contained herein.

SECTION IX. CONFLICT WITH OTHER LAWS: Should any requirement or standard herein conflict with any other law, rule or regulation of any local, state or federal body or agency having jurisdiction, then the stricter of such requirements or standards shall be applied.

SECTION X. REPEALER: All ordinances, resolutions or parts of ordinances or resolutions conflict with the terms of this ordinance are hereby repealed.

SECTION XI. EFFECTIVE DATE: This ordinance is adopted this 19th day of March, 1996, to become effective upon the 20th day of March, 1996, the public health, safety and general welfare demanding it.

Read and adopted at a regular meeting of the Stephens County Board Of Commissioners held on the third Tuesday in March, the same being March 19, 1996.

STEPHENS COUNTY BOARD OF COMMISSIONERS

By: _____
JONESY HAYGOOD, Chairman

By: _____
SAM SOSEBEE, Vice-Chairman

By: _____
BRENDA CHAPMAN, Commissioner

ATTEST:

NANCY DOWNS, Clerk

see original document for signatures

APPENDIX A

SERVICE ENTRANCE SIZING

Disconnect Size in Amps	Size Copper Service Wire	Size Conduit	Size Aluminum Service Wire	Size Conduit	Size Ground Wire
100	#4	1 1/4"	#2	1 1/4"	#6
150	#1	2"	2/0	2"	#6
200	2/0	2"	4/0	2"	#4

NOTE: The wiring from the panel (inside mobile home) to the pole must include the following four insulated wires sized to match above chart:

1. One conductor
2. One conductor
3. One neutral wire
4. One ground wire

Grounding Conductor: A grounding electrode conductor or its enclosure shall be securely fastened to the surface on which it is carried. A No. 4 or larger conductor shall be used and protected if exposed to severe physical damage. A No. 6 grounding conductor that is free from exposure to physical damage shall be permitted to be run along the surface of the building construction without metal covering or protection where it is rigidly stapled to the construction; otherwise, it shall be in conduit, electrical metallic tubing, or cable armor. Grounding conductors smaller than No. 6 shall be in conduit, electrical metallic tubing, or cable armor.

- (1) Electrodes of pipe or conduit shall not be smaller than three-quarters (3/4) inch trade size and, where of iron or steel, shall have the outer surface galvanized or otherwise metal-coated for corrosion protection.
- (2) Electrodes of rods of steel or iron shall be at least five-eighths (5/8) inch in diameter. Nonferrous rods or their equivalent shall be listed and shall be not less than one-half (1/2) inch in diameter.
- (3) Where rock bottom is not encountered, the electrode shall be driven to a depth of eight (8) feet. Where rock bottom is encountered at a depth of four (4) feet; electrodes not less than eight (8) feet long shall be buried in a trench.

APPENDIX B

REQUIRED PIERS AND ANCHORAGE

Manufactured homes require two types of anchorage: (1) over the top tie downs to restrict overturning and (2) frame tie downs to restrict the unit from being pushed from its piers. These standards apply to units fourteen (14) feet and less in width. Those over fourteen (14) feet in width require only frame ties.

Piers: Piers or load-bearing supports or devices shall be designed and constructed to evenly distribute the loads. Piers shall be securely attached to the frame or shall extend at least six (6) inches from the centerline of the frame member. Manufactured load-bearing supports or devices shall be listed or approved for the use intended, or piers shall be constructed as follows:

1. Piers less than forty (40) inches in height shall be constructed of open or closed cell, eight (8) inch by eight (8) inch by sixteen (16) inch concrete blocks (with open cells vertically placed upon the footer). Single-stacked block piers shall be installed with the sixteen (16) inch dimensions perpendicular to the main (I-beam) frame. The piers shall be covered with two (2) inch by eight (8) inch by sixteen (16) inch wood or concrete caps.
2. Piers between forty (40) and eighty (80) inches in height and all corner piers over three blocks high shall be double blocked with blocks interlocked and capped with four (4) inch by sixteen (16) inch solid concrete block, or equivalent.
3. Piers over eighty (80) inches in height shall be constructed in accordance with paragraph 2 above and they shall be laid in concrete mortar and steel reinforcing bars inserted in block cells with the block cells filled with concrete.
4. All piers shall be placed on footings of solid concrete not less than sixteen (16) inches by sixteen (16) inches by four (4) inches. Acceptable methods are poured solid concrete, reinforced pre-cast concrete footings or a combination of two solid concrete CAP blocks 4"x16".

DEFINITIONS

Diagonal Tie - Any tiedown designed to resist horizontal or shear forces and which deviates not less than thirty (30) degrees from a vertical direction.

Ground Anchor - Any device designed for the purpose of securing a manufactured home to the ground.

Tiedowns - Any device designed for the purpose of anchoring a manufactured home to ground anchors.

TIEDOWNS

Manufactured homes with provisions for installation of anchor systems, including instructions, in accordance with Federal Mobile Home Construction and Safety Standards, Section 280.306 shall be installed in accordance with the manufacturer's instructions. Manufactured homes not provided with such installation instructions, or manufactured homes not provided with instructions for the zone in which they are being installed shall comply with the following specifications.

SINGLE WIDE (10', 12', OR 14') MANUFACTURED HOMES

	<u>--- Length of Manufactured Home---</u>		
	<u>up to 40'</u>	<u>41' to 60'</u>	<u>61' to 82'</u>
Diagonal ties per side.....	3	5	6
Over-the-roof-ties.....	2	3	3
Minimum number of anchors per home.....	6	10	12

Multiple-wide manufactured homes shall have diagonal ties and anchors as required above for single-wide manufactured homes. No over-the-roof ties shall be required.

Alternate systems - These specifications are minimum standards. Other anchor systems may be approved by the Building Inspector provided that such designs are prepared by a Registered Professional Engineer or Architect based on the criteria set forth in Federal Mobile Home Construction and Safety Standards, Section 280.306.

APPENDIX C MANUFACTURED HOUSING IN PARKS: SINGLE FAMILY

	<u>Minimum Lot Area</u> <u>(square feet)</u>	<u>Minimum Lot Size</u> <u>Per Dwelling Unit</u> <u>(square feet)</u>	<u>Minimum Lot Width</u> <u>(linear feet)</u>
With Septic Tank & Well.....	Area specified by septic tank permit.....		
With Septic Tank & City Water...21,780 (1/2 ac.)		21,780	150
With City Sewerage & Private Well.....21,780		21,780	150
With City Sewerage & City Water.....11,000 (1/4 ac.)		11,000	100

Maximum number of homes per acre - FOUR (4)